PROGRAM CHARTER
FOR
Homeland Security Program

Program Manager's Name: CAPT Philip M. Kenul _____

Goal Team Lead's Name: Mitchell Luxenberg _____

1. EXECUTIVE SUMMARY

The Homeland Security Program (HSP) resides in the Leadership Sub-goal under Mission Support. The Under Secretary has identified Homeland Security as a NOAA headquarters function[1]. Due to the nature of the program, specific responsibilities borne by the DOC Under Secretary for Oceans and Atmosphere/NOAA Administrator were specifically delegated to the HSP Director by the Deputy Under Secretary for Oceans and Atmosphere in Memoranda of October 29, 2002, and October 26, 2004[2]. These responsibilities have evolved to include coordination and development of all plans, programs and policies regarding homeland security – providing a unity of effort and the focal point of contact for NOAA leadership, Department of Commerce (DOC), the White House Homeland Security Council, Department of Homeland Security (DHS), and other interagency partners.

HSP strengthens the agency's ability to prepare for, respond to, and recover from terrorist attacks, major disasters, and other emergencies.

2. PROGRAM REQUIREMENTS

A. Requirement Drivers:

- **The National Response Plan (NRP)**, dated December 2004: Developed by DHS to align Federal coordination structures, capabilities, and resources into a unified, all-discipline, and all-hazards approach to domestic incident management. DOC is a signatory partner in the plan and NOAA has direct or supporting responsibilities in 10 of the 15 Emergency Support Functions (ESF). NOAA is also listed in the Nuclear/Radiological Incident Annex as the point of interaction for international coordination for hydrometeorological responses. In addition, NOAA is represented in the Public Affairs Support Annex as a supporting agency to serve in the Public Affairs Core Group depending on the nature and scope of the incident. For more detail on NOAA's responsibilities in the NRP, see § B. Mission Requirements.

[1] Memorandum from NOAA Deputy Under Secretary to NOAA Executive Panel, Subject: Homeland Security Program Office, October 29, 2002, paragraph (1).
[2] Op.cit., and Memorandum from NOAA Deputy Under Secretary to Assistant Administrators and NOAA Staff Office Directors, Subject: NOAA Support to the Homeland Security Operations Center Policy and Procedures, October 26, 2004.

- **Executive Order (E.O.) 12656,** *Assignment of Emergency Preparedness Responsibilities,* dated November 18, 1988. Assigns national security emergency preparedness responsibilities to federal departments and agencies. Under this order, agencies are required to have capabilities to meet essential defense and civilian needs during any national security emergency. The head of each agency shall provide for: 1) succession to office and emergency delegation of authority in accordance with applicable law; 2) safekeeping of essential resources, facilities, and records; and, 3) establishment of emergency operating facilities. In addition, this E.O. assigns DOC the lead responsibility for developing plans to provide meteorological, hydrologic, marine weather, geodetic, hydrographic, climatic, seismic, and oceanographic data and services to Federal, State, and local agencies, as appropriate, and developing overall plans and programs for the fishing industry's continued production during an emergency.

- **Presidential Decision Directive (PDD) 67,** *Enduring Constitutional Government and Continuity of Government Operations,* dated October 21, 1998. The purposes of this directive are to ensure survival of a constitutional form of government and the continuity of essential Federal functions. It requires federal agencies to develop COOP plans for essential functions.

- **Homeland Security Presidential Directive #5**, *Management of Domestic Incidents,* dated February 28, 2003, tasks the Secretary of DHS to develop a comprehensive National Incident Management System (NIMS) which integrates Federal Government domestic prevention, preparedness, response, and recovery plans into one all-discipline, all-hazards plan. All Federal departments and agencies are required to adopt the NIMS and assist and support with the development of the National Response Plan (NRP). HSP had lead responsibility for ensuring NOAA's response capabilities were accurately cited during the development of the NRP and maintains primary responsibility for ensuring NIMS implementation and execution within NOAA.

- **Homeland Security Presidential Directive #8,** *National Preparedness,* dated December 17, 2003. HSPD #8 describes the way Federal departments and agencies will prepare for a response, including prevention activities during the early stages of a terrorism incident. The purposes of HSPD #8 include: (1) establishing policies to strengthen the preparedness of the United States to prevent and respond to threatened or actual domestic terrorist attacks, major disasters, and other emergencies requiring a national domestic all-hazards preparedness goals, and (2) outlining actions to strengthen preparedness capabilities of Federal, State and local entities. HSPD #8 requires the head of each Federal department or agency to undertake actions to support the national preparedness goal, including adoption of quantifiable performance measurements in the areas of training, planning, equipment, and exercises for Federal incident management and asset preparedness. The Homeland Security Program has primary responsibility for ensuring agency preparation for emergency operations.

- **Presidential Decision Directive (PDD) 63,** *Critical Infrastructure Protection,* dated May 22, 1998, and **Homeland Security Presidential Directive (HSPD)-7**, *Critical Infrastructure Identification, Prioritization, and Protection*, dated December 17, 2003. The purposes of these directives are to ensure all physical and cyber-based systems essential to the minimum operations of the economy and government and ensure the public's health and safety, are protected against failure, human error, weather and other natural causes, and physical and cyber attacks. Every department and agency Chief Information Officer is responsible for information assurance. HSP provides assistance and support to both the NOAA and DOC Office of Chief Information Offices in this endeavor.

- **National Security Presidential Directive NSPD-41** and **Homeland Security Presidential Directive HSPD-13**, *Maritime Security Policy*, dated December 21, 2004. This directive establishes U.S. policy and guidelines, and implementation actions to enhance U.S. national security and homeland security by protecting U.S. maritime interests. HSP supports NOAA's involvement in Maritime Domain Awareness (MDA) including an Interagency Agreement between NOAA and DHS/United States Coast Guard whereby both parties agree to develop, install, operate, and maintain maritime two-way communication and surveillance systems on NOAA data buoys to intercept and relay Automated Identification System (AIS) signals through satellite link to the USCG for vessel tracking.

- **Executive Order (E.O.) 12472,** *Assignment of National Security and Emergency Preparedness Telecommunications Functions*, dated April 3, 1984. Directs all Federal departments and agencies to determine their national security and emergency preparedness telecommunications requirements, and prepare policies, plans and procedures concerning telecommunications facilities, services or equipment under their management or operational control to maximize their capability of responding to the national security or emergency preparedness needs of the Federal government in conjunction with the emergency management activities of the Federal Emergency Management Agency. HSP is directly involved in identifying requirements to ensure interoperable communications and tests NOAA's communication systems at alternate operating sites on a quarterly basis with other Departments and Agencies.

- **Federal Preparedness Circular (FPC) 65**, *Federal Executive Branch Continuity of Operations (COOP)*, dated June 15, 2004. Provides guidance for use in developing contingency plans and programs for continuity of operations. HSP's COOP planning facilitates the performance of NOAA essential functions during any emergency or situation that may disrupt normal operations.

- **NWS Organic Act (15 U.S.C. § 313)** – Provides NWS authority to forecast the weather (including ice forecasts), issue warnings, etc. Dissemination of hydrometeorological information, including watches and warnings is one of NOAA's identified Priority Mission Essential Functions directly supporting

several National Essential Functions. The NWS Organic Act authorizes specific activities within the Homeland Security Program (National/Homeland Security Plume Dispersion) and authorizes environmental information coordinated by and provided through NOAA Desk at HSOC used for operational planning.

- **Memorandum from Commerce Deputy Under Secretary for Oceans and Atmosphere to NOAA Executive Panel,** Subject: *Homeland Security Program Office,* dated October 29, 2002. Establishes HSPO and delegates specific HSPO responsibilities.

- **Memorandum from Commerce Deputy Under Secretary for Oceans and Atmosphere to Assistant Administrators and Staff Office Directors,** Subject: *NOAA Support to the Homeland Security Operations Center Policy and Procedures,* dated October 26, 2004. Provides details on HSPO and Line/Staff office responsibilities including the Incident Coordination Center, HS Senior Management Team, communication, and reporting.

- **The Homeland Security Act of 2002,** an Act to establish the Department of Homeland Security whose primary mission includes preparedness of the United States for acts of terrorism; reducing the vulnerability of the U.S. to terrorism; minimizing the damage, and assisting in the recovery from terrorist attacks occurring in the U.S.; and acting as the focal point regarding natural and manmade crises and emergency planning. HSPO supports DHS in these functions through information sharing, complying with Continuity of Operations guidance, and providing response and recovery assistance.

- **Memorandum of Agreements:**

    - MOU with DHS June 2004 for the purpose of disseminating emergency messages on NOAA All-Hazards Radio
    - MOU with DHS and DoEd to provide NOAA Weather/All-Hazards radios to schools -- $500K to NOAA
    - MOU with DHS/USCG to use NOAA data buoys to intercept and relay Automated Identification System (AIS) signals though satellite link to the USCG for vessel tracking. This system supports the interagency Maritime Domain Awareness -- $2.5M to NOAA
    - MOU with DOD Technical Support Working Group and DHS/USCG to cooperate on developing Underwater Domain Awareness (UDA) capability for Ports, Harbors and Inland Waterways. For part of this joint effort, the NOAA Navigation Response Teams will be using hydrographic survey technology for mine detection in restricted ports -- $1,824.9K to NOAA
    - MOU with DHS and DOD, DOE, EPA, NASA, and NRC for support and participation in the DHS Interagency Modeling and Atmospheric Assessment Center (IMAAC) which will provide atmospheric hazards predictions in support of the lead Federal agency for incidents of national significance as defined in the National Response Plan. The IMAAC

products will be recognized as the single source of Federal hazards prediction and will be provided to Federal, state and local emergency responders and other Government officials as necessary.

B. Mission Requirements

- Coordinate and manage all plans, programs and policies regarding homeland security and ensure coordination of NOAA's support where multiple Line Offices and outside organizations may be involved, as well as represent DOC in DHS organizations formed for incident management;
- Ensure continuity of operations, delivery of services, and the safety and security of NOAA's employees and facilities; and
- Develop effective communication and coordination among NOAA's HS-related programs and activities (1) to ensure effective delivery of services; and (2) to ensure 24/7 availability of NOAA's HS related activities under all conditions.

3. LINKS TO THE NOAA STRATEGIC PLAN

A. Goal Outcomes:

- MISSION SUPPORT/Leadership
  - NOAA Homeland Security-related capabilities that are fully integrated into national planning and available at all times.
- WEATHER AND WATER
  - Reduced loss of life, injury, and damage to the economy through the use of NOAA's Weather/All Hazards Network, Reverse 911 National Capitol Region Alert Pilot, DCNet, and air dispersion models ALOHA, HARM, HYSPLIT and CAMEO.
- COMMERCE AND TRANSPORTATION
  - Safe, secure, efficient, and seamless movement of goods and people in the US transportation system. HSP works with the Coast Guard and Navy in implementing the Maritime Domain Awareness (MDA) program and MDA Automated Identification System (AIS). In addition, Navigation Response Team vessels have been outfitted with hull-mounted sonar systems and associated navigation, data collection, data processing, and data storage systems enabling NOAA to more quickly respond to coastal emergencies and is also partnering with the Coast Guard for mine detection in restricted port areas.
- OBSERVATION COUNCIL
  - Promote development of the observation systems underlying NOAA's operations to advance homeland-security related requirements.
- RESEARCH COUNCIL
  - Provide recommendations and input for identification of research into systems and areas advancing national homeland security mission.

- IT COUNCIL
    - Identify systems enhancements to increase survivability and diverse network access to minimize risk of loss of access to infrastructure supporting NOAA's Priority Mission Essential Functions.

B. Goal Performance Objectives:

- MISSION SUPPORT/Leadership
    - Enhance contribution of NOAA services to all-hazard Homeland Security efforts.
- WEATHER AND WATER
    - Increase lead time and accuracy for weather and water warnings and forecasts.
    - Improve predictability of the onset, duration, and impact of hazardous and severe weather and water events.
    - Increase development, application, and transition of advanced science and technology to operations and services.
    - Increase coordination of weather and water information and services with integration of local, regional, and global observation systems.
    - Reduce uncertainty associated with weather and water decision tools and assessments.
- COMMERCE AND TRANSPORTATION
    - Enhance navigational safety and efficiency by improving information products and services.
    - Realize national economic, safety, and environmental benefits of improved, accurate positioning capabilities.
    - Reduce weather-related transportation crashes and delays.
    - Reduce human risk, environmental, and economic consequences resulting from natural or human-induced emergencies.
    - Increase total government procurements from NOAA-licensed commercial firms operating remote sensing systems.

C. Goal Strategies

- MISSION SUPPORT/Leadership
    - Guide the development of and coordinate NOAA's homeland security-related plans, programs and policies to enhance NOAA-wide program response, risk management, continuity of operations, and other contingency planning, and program infrastructure.
- WEATHER AND WATER
    - Improve the reliability, lead-time, and effectiveness of weather and water information and services that predict changes in environmental conditions.
    - Develop and infuse research results and new technologies more efficiently to improve products and services, streamline dissemination, and communicate vital information more effectively.

    - Work with private industry, universities, and national and international agencies to create and leverage partnerships that foster more effective information services.
- COMMERCE AND TRANSPORTATION
    - Expand and enhance advanced technology monitoring and observing systems, such as weather and oceanographic observations, ice forecasts and nowcasts, hydrographic surveys, and precise positioning coordinates, to provide accurate, up-to-date information.
    - Develop and apply new technologies, methods, and models to increase the capabilities, efficiencies, and accuracy of transportation-related products and services.
    - Develop and implement sophisticated assessment and prediction techniques, products, and services to support decisions on aviation, marine, and surface navigation efficiencies; coastal resource management; and transportation system management, operations, and planning.

4. PROGRAM OUTCOMES

Ensure a NOAA standard for preparedness and response that provides a seamless continuity of operations and a single, comprehensive organizational structure for management of NOAA capabilities supporting an incident response when natural or terrorist-related activities occur.

5. PROGRAM ROLES AND RESPONSIBILITIES

This program is established and managed with the procedures established in the NOAA Business Operations Manual (BOM). Responsibilities of the Program Manager are described in the BOM. Responsibilities of other major participants are summarized below:

A. Participating Line and Staff Offices Responsibilties:

- Provide representatives to the Homeland Security Senior Management Team (HS SMT) to:
    - Function as liaison between HSP, the NOAA Desk at DHS/HSOC, and their respective NOAA Assistant Administrators;
    - Provide staff support and subject-matter expertise to the ICC and summary situational report updates to the ICC and NOAA Desk at HSOC;
    - Assist HSP in the development and tracking of overall program status, performance measures, key milestones, management issues, annual spending plans, and program planning and budgeting.
- Participate actively in the HS SMT and/or COOP Working Group to support NOAA's COOP program, thus ensuring NOAA remains capable to continue

performance of Priority Mission Essential Functions (PMEFs) during any emergency or situation that may disrupt normal operations.

National Weather Service

In addition to 5A above, the following are specific contributions by this Line Office to NOAA Priority Missions Essential Functions (PMEFs) and National Response Plan (NRP) Emergency Support Functions (ESFs):

- Provide hydrometeorological forecasts and warnings for hazardous events including winter storms, hurricanes, tornadoes, floods, flash floods, tsunamis, and electromagnetic storms.
- Provide on-site support with immediate insight on current and forecast hydrometeorological conditions to allow quick and economical resolution of fire suppression and hazardous material spills.
- Support the Emergency Alert system (EAS) and provides public dissemination of critical pre- and post-event information over the all-hazards NOAA Weather Radio system, the NOAA Weather Wire Service, and the Emergency Managers' Weather Information Network.
- NOAA Weather Radio (NWR) provides an "all-hazards radio network, making it a single source for comprehensive weather and emergency information
- Provide fire weather forecasting and support, urban and industrial hazard analysis support, and forecasts of the dispersion of smoke;
- Develop, operate, and maintain the tsunami warning network to provide warning of potential tsunami activity throughout the Pacific basin.
- Provide information on atmospheric conditions including atmospheric forecasts and wind modeling.
- Provide weather and dispersion forecasts for materials released in the atmosphere.

National Ocean Service

In addition to 5A above, the following are specific contributions by this Line Office to NOAA Priority Missions Essential Functions (PMEFs) and National Response Plan (NRP) Emergency Support Functions (ESFs):

- Provide real-time water levels, currents, winds and other oceanographic and meteorological measurements for major U.S. port areas in support of national security, safe navigation, sustainable coastal communities, and disaster response.
- Provide Global Positioning (GPS) technology and data to determine highly accurate positional coordinates for characterizing disaster area features.
- Provide dispersion forecasts for materials released or spilled in the ocean.
- Provide expertise on natural resources and coastal habitat, the environmental effects of oil and hazardous materials, and appropriate cleanup and restoration alternatives.
- Coordinate NOAA scientific support for responses in coastal and marine areas.

- Predict pollutant movement, dispersion, and characteristics (marine) over time.
- Provide information on oceanographic conditions for marine, coastal, and inland waters.
- Provide charts and maps for coastal and territorial waters and the Great Lakes.
- Conducts emergency hydrographic surveys and obstruction location through Navigation Response Teams to assist safe vessel movement.
- Provide natural hazard vulnerability analysis expertise and coastal zone management.

Ocean and Atmospheric Research

In addition to 5A above, the following are specific contributions by this Line Office to NOAA Priority Missions Essential Functions (PMEFs) and National Response Plan (NRP) Emergency Support Functions (ESFs):

- Provide numerical forecasts to model the dispersion of air- and water-borne agents for hazardous materials incidents such as volcanic ash resulting from a volcanic eruption.
- Conduct dispersion modeling for planning responses in the event of an incident involving a weapon of mass destruction.

National Environmental Satellite, Data and Information Service (NESDIS)

In addition to 5A above, the following are specific contributions by this Line Office to NOAA Priority Missions Essential Functions (PMEFs) and National Response Plan (NRP) Emergency Support Functions (ESFs):

- Provide timely and accurate forecasts of hydrometeorological events to include severe storms, tsunamis, and electromagnetic storms.
- Acquire and manage the Nation's environmental satellites and provides data and information services for use in weather forecasting, aviation, and marine operations, agricultural applications, on-scene weather support for incidents, and sea surface temperature measurements for the fishing industry, volcanic ash detection and tracking, as well as those supporting the international search and rescue effort for which DOC has U.S. programmatic responsibility.
- Responsible for licensing and enforcement of Federal regulations for operating a commercial or private earth observing satellite. Enforcement of the regulations which apply to shutter control or restriction of data distribution is essential to ensure national security.
- Enforce stated limitations of the Kyl-Bingaman Act prohibiting U.S. commercial satellite companies from collecting and releasing imagery of specified areas.
- Provide information on atmospheric conditions including atmospheric forecasts and wind modeling.

National Marine Fisheries Service

In addition to 5A above, the following are specific contributions by this Line Office to NOAA Priority Missions Essential Functions (PMEFs) and National Response Plan (NRP) Emergency Support Functions (ESFs):

- Enforce laws that protect and conserve our nation's living marine resources and their natural habitat.
- Provide near-real time fishing vessel monitoring, control and surveillance throughout the U.S. EEZ, Pacific Ocean, and Atlantic Ocean through communication and global positioning satellites.
- Enforce laws and regulations focused on maintaining healthy stocks important to commercial, recreational, and subsistence fisheries essential to the food supply of the Nation.
- Provide federal law enforcement services under ESF #13, "Public Safety and Security", of the National Response Plan.
- Participate on Anti Terrorism Task Forces and Maritime Domain Awareness initiatives.
- Administer a national Seafood Inspection Program offering seafood inspection, grading, certification, consultative, and other services to the seafood industry.

NOAA Marine and Aviation Operations

In addition to 5A above, the following are specific contributions by this Line Office to NOAA Priority Missions Essential Functions (PMEFs) and National Response Plan (NRP) Emergency Support Functions (ESFs):

- Provide waterborne and airborne observation platforms collecting data in support of NOAA's PMEFs.

Office of Chief Administrative Officer

- Responsible to assess safety and security of affected spaces, execute emergency leases, ensure access to ground transportation assets, and lead restoration of an operational environment for the conduct of NOAA mission.
- *Executive Secretariat* – is responsible to manage and control incoming correspondence addressed to the NOAA Executive Management and to ensure effective access to vital records.

Acquisition and Grants

- Responsible for execution of emergency acquisitions.

Workforce Management

- Responsible for supporting activities accounting for NOAA personnel (employees, and contractors), continuity of time and attendance processing, personnel action processing, execution of insurance issues, etc., as well as provide support services for employees and/or their families.

Office of Chief Financial Officer

- Responsible for providing funding mechanisms including but not limited to reallocation of funding for emergency travel/other emergency requirements, executing mission assignments made under National Response Plan (e.g., taskings under Emergency Supporting Functions), and tracking costs needed for reimbursement during post-incident recovery.

Public and Constituent Affairs

- Responsible to ensure accurate and relevant information is provided to NOAA's stakeholders and constituents, including providing information on impacted sites to families and public media.

Legislative Affairs

- Responsible to maintain liaison with elected representatives and staff during recovery phases.

Office of Chief Information Officer

- Responsible to provide access to corporate financial and personnel data, systems and applications; provide centralized management of networks and NOAA's enterprise servers and messaging system, and provide a focus for IT across the entire spectrum of IT from policy through planning, management, operations, oversight and research.

Office of General Counsel

- Responsible to provide recommendations to decision-makers based upon legislation and the body of appellate decisions.

B. External Agency/Organization Responsibilities:

- Department of Commerce – coordinates with HSPO on COOP, COG, and other Homeland Security-related issues and activities.
- NORTHCOM – The Joint Interagency Coordination Group (JIACG) coordinates with NOAA to focus on integration and synchronization of activities to facilitate full spectrum of interagency support during emergency operations.
- Department of Homeland Security – Coordinates through the NOAA Desk at HSOC and HSPO for NOAA all-hazards Homeland Security-related support and to coordinate planning, drills, staffing of DHS led organizations and activations.
- White House Homeland Security Council – Coordinates with HSPO for critical information related to NOAA homeland security capabilities to provide the White House in briefings, situational reports, or when specific information is solicited.
- Other Department and Agencies, State and local governments, tribal entities, and private organizations – coordinates with HSPO for access to NOAA

6. END USERS OR BENEFICIARIES OF PROGRAM

The Nation – Through its leadership and contingency planning, the Homeland Security Program has put "One NOAA" into practice in supporting the nation with coordinated response capabilities, information and technical expertise before, during and after an emergency event, providing the public with increased protection, emergency preparedness and domestic security.

Appendix I – Memoranda from NOAA Deputy Under Secretaries Scott Gudes and BGEN Jack Kelly

ACTION Oct 29, 2002

MEMORANDUM FOR: NOAA Executive Panel

FROM: Scott B. Gudes /original signed by/
Chair, NOAA Executive Panel

SUBJECT: Homeland Security Program Office

After discussing the Homeland Security issue at two NEC meetings and two NEP meetings and the concurrence of the Under Secretary, I approve the following actions:

1) Establish a Homeland Security Program Office (HSPO) function in the Office of the Chief Information Officer and High Performance Computing and Communications (CIO/HPCC) with a staff of 3 to 5 employees, from existing NOAA resources. As stated by the Under Secretary, Homeland Security is a headquarters function, and following extensive NEP discussion, I have decided that this move will capitalize on the communications expertise and leadership in the CIO's office. The creation of the HSPO under the CIO will be effective on January 1, 2003.

2) The Director of the HSPO will be a NOAA Corps officer who serves as the principle point of contact to the Under Secretary, Assistant Secretary, and Deputy Under Secretary for homeland security programs in the entire agency and is responsible for: 1) coordinating all plans, programs and policies regarding homeland security; 2) continuity of operations and evacuation planning; 3) ensuring continued delivery of services; and 4) working with OFA to guarantee the safety and security of NOAA's people and facilities.

3) The Director of the HSPO will also serve as the matrix manager for all homeland security programs and resource initiatives. For this PPBS function, the Director dual reports to the Chief Information Officer (CIO) and the Assistant Administrator for Program Planning and Integration (or similar function until the PPI organization is established).

4) The HSPO/CIO will create an Incident Coordination Center in an existing 24/7 operation within the NOAA. The center will provide security and reliable communication and a command center for incidents that do not require an evacuation to a primary alternate site.

5) The contractual support (up to $500,000) proposed to the NEP and NEC by CAPT Lillestolen is approved for immediate action.

cc: NOAA Executive Council
CAPT Ted Lillestolen, NOAA

Oct 26, 2004

MEMORANDUM FOR: Assistant Administrators
Staff Office Directors

FROM: John J. Kelly, Jr. /original signed by/
Deputy Under Secretary for Oceans and Atmosphere

SUBJECT: NOAA Support to the Homeland Security Operations Center Policy and Procedures

As you know, we have a presence in the Department of Homeland Security Operations Center (HSOC). The purpose of our staff is to facilitate coordination between NOAA, the Department of Homeland Security, and other federal, state and local partners during a crisis. The Policy and Procedures governing our HSOC support is attached. These procedures apply within the existing national response system and current federal activities related to natural and man-made hazards, including terrorism.

All NOAA communications pertaining to homeland security incident and response actions shall be coordinated through the NOAA HSOC Desk. Line Offices shall work through their Homeland Security Program Office (HSPO) Senior Management Team representative to ensure the NOAA HSOC Desk and HSPO are informed of: 1) developing situations, 2) availability of response assets, 3) requests for support, and 4) changes in status to essential operations or critical infrastructure.

The NOAA HSOC Desk, through HSPO, is the authorized channel to communicate situation reports to NOAA Executive Leadership, and to ensure coordination of NOAA's support where multiple Line Office and outside organizations may be involved.

Attachment